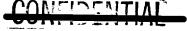
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25X1A9а то :	PPS/TR	Document No. DATE: 2 July 1959		
251/440	·	NO CHANG in Class.		
25X1A9a		DECLASSIFIED TO TS S C		
	ARO/TR	Class. Changed 10.		
		DOA Memo, 4 Apr		
su bject :	Vital Materials Program	Auth: DDA REG. 77/1763		
		Date: 6 14 78 By: 022		
	In compliance with M	r. Baird's memorandum dated 14 May 1959		
	"DTR's Concept and Fixing of Responsibilities for War and Emergency Planning Within OTR", the following action pertaining to Vital			
	Materials has been taken:	-		
25X1A9a				
20/(1/(04	1. Met with Mr.	to discuss the Area Records Officer's		
	role in this pla	nning.		
		the telephone the telephone the remining		
	2. Developed paper	outlining steps to be taken by the various		
		ls of OTR to provide for an effective Vital		
	Materials Progra	ш.		
25X1A6b	 Made trip to to review OTR Vital Materials Deposits. Results of this review indicated the following: 			
	a. No deposits	had been made since May 1958.		
25X1A6b	b. Many of the	records on deposits were obsolete.		
	c. No lesson pl	ans were at		
	d. No record of	Agency training of individuals was on file.		
	The Repository has pon deposit for OTR. This and School.	provided me with an inventory of all materials inventory will be reviewed by each Staff		
25X1A9a				
	4. With Mr.	the CIA Vital Materials Officer, made		
25X1A6b	a trip to to inventory Vital Materials on file in the vault. Also discussed generally the Vital Materials with Mr. and 25X1A9a Mrs. A preliminary review of this inventory disclosed the			
25X1A9a				
20/1/1/04	Mrs. A prelimination of the following:	LA LAATAM OT MITTO THAGMOOTA GTDOTODOW		
	a. That severa	l obsolete items are on deposit.		

b. There was no material on deposit for several of the Staffs and Schools.

This inventory, a complete listing of the categories of materials on deposit, is presently being reviewed by each Staff and School.



Approved For Release 2601/03/30 : CIA-FIDE 62-00634A009100130037-2

- 2 -

	5.	Subsequent to inventorying the following actions have been taken:	
25X1A9a		a.	Met with Mr. to discuss generally the holdings at both locations. It was determined that the most effective approach would be to personally contact each Staff and School chief to discuss the Vital Materials Program
25X1A9a			and review the inventories.
25X1A9a		b.	Met with Mr. Chief, Intelligence School. Mr. felt that certain Intelligence School materials should be deposited. At this meeting Miss was designated Vital Materials Officer for this School. Miss and I discussed the program further.
25X1A9a			
25X1A9a			
25X1A9a			Met with Mr. and discussed the Operations School Vital Materials Program. Mr. noted several obsolete items and other "groups" were not being deposited. Left copies of inventories for their use.
25X1A9a			
25X1A9a		d.	Met with Mr. and discussed the Registrar's Vital Materials Program. The list showing Agency personnel trained by OTR was discussed. We feel this item should be deposited.
	6.	The	other Staffs and Schools are being contacted.
25X1A9a			